

## **RESIDENTIAL ACCESSORY BUILDINGS**

### **Zoning Regulations**      **Planning Division, Phone 309-5720**

**All residential detached buildings, regardless of size or permit requirements, are required to be located per the zoning guidelines and constructed per the building code.**

#### **Setbacks**

**Definition:** The setback is the minimum distance that a building shall be located from the property line, as prescribed in the zoning and building codes. Setbacks are required in order to limit fire spread, insure proper room for drainage and to maintain a neighborhood appearance.

**Requirements:** A detached building must be at least three (3) feet from the side property lines and at least five (5) feet off the rear property lines. If your property is on a corner lot or a double frontage lot, please consult with staff.

#### **Easements**

**Definition:** An easement is a grant, made by a property owner, of the right to the use of a specified strip of land by a public agency or franchise utility provider for a specific purpose.

When lots are platted, or created by the developer before homes are built in a residential subdivision, easements are dedicated for utility and drainage purposes. Easements are needed for draining water (stormwater runoff) and installing utilities such as water, sewer and storm sewer lines, gas lines, and buried phone, electric and cable lines. Easements also sometimes serve as protective buffers for environmentally sensitive areas.

**Requirements:** No portion of the building, including overhang, can be constructed in a utility or drainage easement.

- **Separation from primary structure:** A distance of three feet must be maintained between any portion (including overhangs) of the accessory structure and the primary structure.
- **Number of accessory buildings:** Only two detached accessory buildings may be constructed on each residential lot. The area of all structures on the lot may not exceed 35% of the lot area (30% in the "R" zoning district). Only one of the allowed buildings can be used as a garage and only one of the buildings can be used as a storage building. One building can not be larger than 770 square feet and the smaller one cannot be larger than 360 square feet, as long as the lot coverage limits are not exceeded.
- **Exterior design/appearance:** All detached garages must be compatible in design, appearances and materials with the primary structure. Please consult with a Planning Department representative in the design phase of your project.

## **Permit Requirements      Building Services Division, Phone 309-5715**

A building permit is required when the detached building is over 120 square feet.

### **Applying for a permit**

1. Complete a Residential Building Permit application
2. Complete a site plan. Refer to the sample site plan attachment for guidance in preparing your site plan. Under certain circumstances, a survey might also be required.
3. Complete the "Document Submittal Checklist for Residential Buildings" and provide the appropriate documentation (engineered drawings OR structural checklist)
4. Submit permit application with all completed plans to the Building Services, 300 W. Ash, Room 201.
5. Upon completion of the review, you will be notified indicating whether or not your permit has been approved for issuance. Work cannot commence until a permit is issued.

### **Building Foundation Design Considerations:**

- A floating slab foundation with thickened edges is permitted up to 400 square feet, light framed, and one story in height. Pre-built wood structures must be anchored to the ground with appropriate ties.
- Continuous frost footings minimum 12" in width and 30" below finished grade are required for detached buildings over 400 square feet and for any attached garage.

### **Inspections required:**

- Footings—after all excavation is complete and forms and reinforcing steel are set and before concrete is poured...schedule the footing inspection.
- Rough framing
- Rough electrical, mechanical, and plumbing (when applicable)
- Final inspection—after all work is completed and prior to use

### **Contractor & Contractor Licensing Requirements:**

- An owner / occupant of a one or two family dwelling can act as their own contractor for the purposes of obtaining a permit and constructing an accessory building.
- If a contractor is hired as a general contractor, that contractor must be a duly licensed Class A, B, or C contractor with the City of Salina in order to construct, place or set an accessory building on residential property.
- If a contractor is hired to perform work on any portion of the project and that contractor is being compensated for his work, then he is required to be an appropriately licensed or registered contractor with the City of Salina.
- The general contractor (including the homeowner, if acting as the general contractor) is responsible for scheduling all required inspections, including a final inspection.